

Fall Meet
Hosted by Y in Central Maryland

October 12-13, 2019

Held at Coppin State University, 2523 Gwynn Falls Parkway, Baltimore, MD 21216

YMCA CLOSED INVITATIONAL

Held under the Approval of USA Swimming, Inc., issued by Maryland Swimming, Inc.

Approval #MDSI 19/20-AM 0001

YMCA Sanction number:

In granting this Approval it is understood and agreed that USA Swimming and MD Swimming shall be free and held harmless from any liabilities or claims for damages arising by reason of injuries to anyone during the conduct of the event. USA Swimming Article 202.6.6C

Current USA Swimming Rules, including the Minor Athlete Abuse Prevention Policy ("MAAPP"), and the MD Swimming Code of Conduct (www.mdswim.org) will govern this meet.

CERTIFIED MEET DIRECTOR	CERTIFIED MEET ENTRY COORDINATOR
Melanie Greenhill melaniegreenhill@ymaryland.org	Melanie Greenhill melaniegreenhill@ymaryland.org
MEET REFEREE	USA REGISTERED OPERATIONAL RISK DIRECTOR
Robert Johnson johnsra@comcast.net Meet Notice approved by Referee	Melissa Cherry
OFFICIALS CONTACT	ADMIN OFFICIAL
John Miller ycmofficials@ymaryland.org	TBD

FACILITY

The competition pool is an 8-lane, 25 yard course nine-foot wide lanes separated by non-turbulent lane lines. Paragon starting blocks and a minimum pool depth of 9'0" at the start end and 4'0" at the turn end. The meet will be conducted using Daktronics Omni Sport 200 electronic timing system with touchpads. A clerk of course will be set-up for sessions 2 and 4. **The competition course has been certified in accordance with 104.2.2C(4). The copy of such certification is on file with USA Swimming.**

MEET TIMELINE:

Session	Day	Warm-up	Meet Start	Age Group
I	Saturday	7:30 a.m.	9:00 a.m.	12 & U
II	Saturday	1:15 p.m.	2:45 p.m.	13 & O
III	Sunday	7:30 a.m.	9:00 a.m.	12 & U
IV	Sunday	1:15 p.m.	2:45 p.m.	13 & O

DEADLINE AND MEETING SUMMARY:

Day, Date	Time	For:
Friday, September 20, 2019	7:00 p.m.	Entry deadline
Saturday, October 12, 2019	7:00 a.m.	Coaches/General Meeting
Saturday, October 12, 2019	8:20 a.m./8:40 a.m.	Official/Timers Briefings
Saturday, October 12, 2019	2:00 p.m./2:25 p.m.	Official/Timers Briefings
Sunday, October 13, 2019	8:20 a.m./8:40 a.m.	Official/Timers Briefings
Sunday, October 13, 2019	2:00 p.m./2:25 p.m.	Official/Timers Briefings

SAFETY

The MDSI Safety Program is in effect for this meet. Coaches are advised to closely supervise their swimmers at all times. NO running or horseplay will be tolerated. Upon approval of the facility, swimmers are allowed to use only personal kickboards, pull buoys and snorkels in non-competition warm up areas.

All swimmers MUST dry off, have clothing AND shoes upon leaving the pool area!! The hallways MUST stay as dry as possible. There is to be NO BALL PLAYING OR THROWING OF ANY KIND in the gym areas. All meet participants and family members MUST remain in the areas of the building allotted to meet attendees. Anyone outside of the appropriate areas will be asked to leave the meet. Marshalls will enforce the rules for safety.

Operation of a drone, or any other flying apparatus, is prohibited over the venue (pools, athlete/coach areas, spectator areas and open ceiling locker rooms) any time athletes, coaches, officials and/or spectators are present.

RACING STARTS

Any swimmer entered in the meet, must be certified by a USA Swimming member coach as being proficient in performing both a forward racing start and a backstroke start, or must start each race from within the water. When un-accompanied by a member-coach, it is the responsibility of the swimmer or the swimmer's legal guardian to ensure compliance with this requirement.

RULES

This meet is a YMCA sanctioned closed YMCA invitational meet. This meet and all participants will adhere to the Rules that Govern YMCA Competitive Sports and the Swimming Addendum to the Rules that Govern YMCA Competitive Sports.

This meet will be conducted in accordance with the current USA Swimming Rules and Regulations, except where rules therein are optional and exceptions are stated.

Use of audio or visual recording devices, including a cell phone, is not permitted behind the starting blocks or in changing areas, rest rooms or locker rooms.

Deck changes are prohibited.

Tech Suits are banned for all 12 & Unders.

ELIGIBILITY

YMCA Membership: An athlete must be a YMCA member in good standing who holds an annual, full privilege membership at the YMCA he/she represents for a period of at least 30 days prior to the first day of the meet. An athlete may have only represented that YMCA team in competition between Sept 1, 2019 and October 12, 2019.

Unattached Athletes: There is no unattached status in YMCA Swimming.

Age: An athlete must be at least five (5) years of age, and not older than nineteen (19) years of age as of the first day of the meet.

Times: NT's are not accepted.

There will be no on deck registration available at this meet. A swimmer's age on the first day of the meet will determine their age for the entire meet

TEAM REGISTRATION

Each team must have completed the annual YMCA on-line team registration and paid the annual registration fee.

LIABILITY INSURANCE

Each team that participates in the meet must have a current and correct Certificate of Liability Insurance, in effect through the last day of the meet. Each Association participating in this meet must have insurance coverage for representative(s) including leadership and participants who will be in attendance.

SWIMMERS WITH DISABILITIES

The Y in Central Maryland welcomes all swimmers with disabilities as described in the USA Swimming Rules and Regulations, Article 105, to participate in our meets. Coaches entering swimmers with disabilities that require any accommodations are required to provide advance notice in writing to the Meet Director by the entry deadline accompanying their meet entry file, including the need for any personal assistants required and/or registered service animals. Failure to provide advance notice may limit the Y in Central Maryland's ability to accommodate all requests.

HEALTH GUIDELINES

All meets in the Maryland Swimming LSC are guided by the Maryland Department of Health and Mental Hygiene. This not only applies to Viral Gastroenteritis but other infectious diseases as well. The Meet Referee has the authority to inform and protect coaches, spectators, volunteers and swimmers from a potential outbreak of illness. At the discretion of the Meet Referee, anyone who exhibits symptoms of illness may be asked to withdraw from the competition for a 24 hour period. Swimmers will need to be cleared by the Meet Referee in order to return to competition.

ENTRIES

All entries MUST be submitted via Hy-tek's Team Manager. Email is preferred for electronic entries.

A completed and signed Entry Summary Sheet (included in the announcement) and payment in full must be received by the Meet Entry Coordinator by Monday, October 7 to be considered complete and entries confirmed. Entries will not be considered complete until fees are received.

The Y in Central Maryland Team entries will be entered first and then accept teams/entries in the order received, until the four/five hour rule is reached. Entries received thereafter will be returned immediately. CPSL teams will have priority, if space allows the meet will be opened to teams outside the CPSL.

ENTRY LIMITATIONS

Swimmers may swim a maximum of 4 individual events per day and a total of 8 individual events. Events 25 and 47 are limited to the top 32 seeded swimmers.

ENTRY VERIFICATION

An email will be sent to the person submitting the entry confirming receipt of the entry within 48 hours of receipt.

ENTRY DEADLINES

The Meet Entry Coordinator must receive entries by the date and time listed in the Deadline and Meeting Summary. No late entries will be accepted. There will be no on deck registrations.

ENTRY FEES

Make checks payable to: Y in Central Maryland.
Fees are refundable at the discretion of the Y in Central Maryland.
Entry fees and forms should be mailed to:
Melanie Greenhill, 4331 Montgomery Road, Ellicott City, 21043

Facility Surcharge	\$12.00 per Swimmer
Individual Event	\$7.00 per event

SEEDING

The conforming time standard for this meet is short course yards. Swimmers will be seeded and swim from slowest to fastest unless otherwise indicated. All non-conforming times will be seeded last in rank order.

SCRATCHES

An athlete is considered entered into an event unless he/she scratches from that event. Coaches must notify the table of their swimmer’s intention to scratch prior to their event. If an athlete does not scratch from an event and does not swim the event, that event still counts toward the athlete’s total number of events for the meet.

AWARDS

Ribbons will be awarded to the top 8 finishers in the 12 & Under age groups.

RESULTS

Results will be posted on the Y in Central Maryland and MDSI’s website within 24 hours of the meet’s conclusion. At the conclusion of the meet, teams may obtain Hy-tek backups either on a memory stick or via email attachment.

COACHES

Required Certifications: Coaches must hold current certifications in the following courses in order to receive a deck credential: Professional Rescuer CPR, First Aid, Safety Training for Swim Coaches (a Lifeguard certification may be used if accompanied by completion of the Safety Training for Swim Coaches online content) and Principles of YMCA Competitive Swimming and Diving. A list of the acceptable certifications can be found in the Swimming Addendum to the Rules That Govern Competitive Sport.

Coach Registration: Each coach must have completed the annual YMCA on-line team and coach registration process. Coaches who are not registered and approved will not be permitted on deck.

Teams without A Coach at the Meet: All athletes and teams must have at least one certified and credentialed YMCA coach designated as being responsible for their supervision during competition. When a YMCA team will not have a coach present, that YMCA may authorize an eligible coach from another YMCA attending the meet to be responsible for their athletes

at the meet. The Meet Director and Meet Referee must be notified of this situation.

There will be a coach/general meeting at the date and time listed in the Deadline and Meeting Summary. Other meetings may be held at the meet referee's discretion. Meet Management requests that at least one coach representative from each team attend all coaches meetings.

OFFICIALS/ TIMERS

There will be a need for officials. The Y in Central Maryland Swim Team welcomes and encourages anyone willing to volunteer to contact the officials chair at ycofficials@ymaryland.org prior to the meet or sign in once you arrive at the meet.

Teams will be required to supply timers.

Any official's assistance will be greatly appreciated and will help to ensure a great meet for the swimmers. Official briefings will be held in the hospitality area at the date and time listed in the Deadline and Meeting Summary.

VOLUNTEER SAFESPORT REQUIREMENTS

All volunteers **MUST TAKE** the following child abuse prevention and reporting training, this training must be undertaken in the last 12 months: Praesidium's Athlete Protection training AND Praesidium's Duty to Report: Mandated Reporter Requirements and Best Practices training. **AND** All Volunteers must undergo a background check. Teams not able to fulfill the above requirements must notify the Meet Director in writing of their Association's rules and regulations regarding the Federal SafeSport Act.

Officials who are USA-S certified officials do not need to take the Praesidium Training (as long as their APT has been taken in the last 12 months) or undergo a background check since they are required to take an approved training and undergo background checks under USA-S policy.

HOSPITALITY CONCESSIONS

There will be a hospitality area open to all coaches and officials. Refreshments will be available at the concession stand.

WARM-UP

Teams will be assigned lanes for warm-ups. During designated warm up sessions, athletes may only enter the competition pools from the starting end. Athletes are expected to enter the pool feet first. The exception is during specific warm up periods when sprint lanes are designated for practicing racing starts. In accordance with USA Swimming guidelines, there will be a published warm-up procedure for all swimmers and coaches attending the meet. The Marshall will ensure all teams, coaches, and swimmers follow all warm-up procedures. Meet Management reserves the right to change warm-up times according to the number of entries. There is to be no diving or horseplay in this area.

SPECTATORS

HEAT SHEETS: Meet Mobile will be utilized.

T-SHIRTS: There will be a T-shirt vendor on site to sell meet shirts and other swim related shirts.

SEATING: Spectators will not be allowed on the pool deck and will not be allowed to establish seating for an entire session or in the aisles of the stands. There is overflow parent seating in the concourse area outside of the spectator stands. We must adhere strictly to these conditions in order to meet Fire Marshal regulations. Swimmers will be expected to be in the gym when they are not swimming. All swimmers must report to the Clerk of Course. Failure to do so could result in the swimmer being scratched from that event

CONDUCT AND RESTRICTIONS:

- No Flash Photography at the start of competition races.

- No personal chairs are allowed in the spectator stands.
- Parents are responsible for the conduct of their children.
- The use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
- Spectators are not permitted on deck.
- No smoking, drugs, or alcohol are permitted in the swimming complex.

EMERGENCIES

The facility personnel will handle all emergencies at the meet. These individuals will provide CPR and first aid as needed and will ensure that individuals with serious injuries are transported immediately to the nearest hospital for further treatment. Defibrillators will be on site. Any coach, athlete or official who recognizes an emergency situation should immediately inform the facility's personnel and then make sure the vicinity of the emergency is clear for the emergency personnel to do their job.

UNACCOMPANIED ATHLETE

Each athlete must have a certified coach responsible for him/her while on the pool deck. The coach of the athlete must authorize in writing a coach from another team to represent their team and be responsible for the swimmer(s).

CONCUSSION AWARENESS

This meet will follow the YMCA of USA Concussion procedure. Anyone who observes or has knowledge of a potential head injury should immediately notify lifeguards and/or hired medical personnel. Once the injury report is completed, the lifeguard and/or hired medical personnel will notify the Event Staff, the athlete's coaching staff, and the Meet Director.

If a head injury occurs, the action plan below will be followed:

1. Athlete is removed immediately from participation by the Meet Director
2. Athlete must be evaluated by a licensed health care professional experienced in identifying and treating concussions. In addition, the athlete must be in compliance with the laws that are in effect within the jurisdiction where the meet is held.
3. The coaching staff will inform the athlete's parents or guardians about the possible concussion and give or send them the fact sheet on concussion.
4. The athlete will not be allowed back to warm-up or compete until a health care professional, experienced in evaluating concussions determines that the athlete is symptom-free and is OK to return to participation.

LIGHTNING POLICY

The National Lightning Safety Institute, National Athletic Trainers Association, American College of Emergency Physicians, USA Swimming, and YMCA of the USA all recommend or require closing an indoor pool during an electrical storm. This policy will be followed at the meet.

ORDER OF EVENTS & QUALIFYING TIMES

Session I
Saturday October 12, 2019

Warm-ups: 7:30 a.m.

Meet Starts: 9:00 a.m.

<u>Girls</u>	<u>Age group</u>	<u>Event</u>	<u>Boys</u>
1	11-12	50 Free	2
3	10 & U	50 Free	4
5	11-12	100 IM	6
7	10 & U	100 IM	8
9	11-12	50 Breast	10
11	10 & U	50 Breast	12
13	11-12	200 Free	14
15	10 & U	200 Free	16
17	11-12	100 Back	18
19	10 & U	100 Back	20
21	11-12	50 Fly	22
23	10 & U	50 Fly	24
25	12 & U	500 Free	26

Session II
Saturday October 12, 2019

Warm-ups: 1:15 p.m.

Meet Starts: 2:45 p.m.

<u>Girls</u>	<u>Age group</u>	<u>Event</u>	<u>Boys</u>
27	15-18	50 Free	28
29	13-14	50 Free	30
31	15-18	100 Fly	32
33	13-14	100 Fly	34
35	15-18	50 Back	36
37	13-14	50 Back	38
39	15-18	200 Free	40
41	13-14	200 Free	42
43	15-18	100 Breast	44
45	13-14	100 Breast	46
47	OPEN	500 Free	48

Session III
Sunday October 13, 2019

Warm-ups: 7:30 a.m.

Meet Starts: 9:00 a.m.

<u>Girls</u>	<u>Age group</u>	<u>Event</u>	<u>Boys</u>
49	11-12	100 Free	50
51	10 & U	100 Free	52
53	11-12	100 Fly	54
55	10 & U	100 Fly	56
57	11-12	50 Back	58
59	10 & U	50 Back	60
61	11-12	100 Breast	62
63	10 & U	100 Breast	64
65	11-12	200 IM	66
67	10 & U	200 IM	68

Session IV
Sunday October 13, 2019

Warm-ups: 1:15 p.m.

Meet Starts: 2:45 p.m.

<u>Girls</u>	<u>Age group</u>	<u>Event</u>	<u>Boys</u>
69	15-18	50 Breast	70
71	13-14	50 Breast	72
73	15-18	100 Free	74
75	13-14	100 Free	76
77	15-18	50 Fly	78
79	13-14	50 Fly	80
81	15-18	100 Back	82
83	13-14	100 Back	84
85	15-18	200 IM	86
87	13-14	200 IM	88

**Fall Meet
Summary of Fees/Release Form**

Complete and email or mail this form along with entry fees to (checks payable to Y
in Central Maryland):
Y in Central Maryland
ATTN: Melanie Greenhill
4331 Montgomery Road
Ellicott City, 21043

Email to: melaniegreenhill@ymaryland.org

Team Name	
Club Code	
Coach	
Coach Phone	
Coach Email	
Team Address	

Item	Total Number	Cost per	Total
Individual Entries		\$7.00 per event	
Facility Surcharge		\$12.00 per swimmer	
Total Fees Due			

Waiver, Acknowledgement and Liability Release:

I, the undersigned coach or team representative, verify that all of the swimmers and coaches listed on the enclosed entry are registered with USA Swimming. I acknowledge that I am familiar with the Safety Rules of USA Swimming, Inc. and Maryland Swimming, Inc. regarding warm-up procedures and meet safety guidelines, and that I shall be responsible for the compliance of my swimmers with those rules during this meet. Y in Central Maryland, Coppin State University, Maryland Swimming, Inc., and USA Swimming, Inc., their agents, employees, and coaches shall be held free and harmless from any and all liabilities or claims for damages arising by reason of illness or injury to anyone during the conduct of this meet. I also acknowledge that by entering this meet, I am granting permission for the names of any or all of my team's swimmers to be published on the internet in the form of Psych Sheets, Meet Results, or any other documents associated with the running of this meet.

SIGNATURE (Coach or Club Representative)

CLUB

TITLE

DATE

YMCA Sanctioned Meet Declaration Form

(Return signed form to the meet director)

Participating YMCA:

YMCA Address:

Meet Name: Fall Meet

Meet Date(s): October 12 – 13, 2019

Meet Host: Y in Central Maryland Swim Team

Meet Location: Coppin State University

We the undersigned attest to the following:

SWIMMERS - All swimmers representing the YMCA above are full privilege members of the YMCA and meet all eligibility requirements.

COACHES - All coaches representing the YMCA above hold current certifications in CPR Pro, First Aid, Coaches Safety Training and Principles of YMCA Competitive Swimming and Diving and have completed the annual YMCA coach registration online.

VOLUNTEERS – All volunteers have taken the following child abuse prevention and reporting training: Praesidium’s Athlete Protection training AND Praesidium’s Duty to Report: Mandated Reporter Requirements and Best Practices training. **AND** All Volunteers have cleared a background check. Teams not able to fulfill the above requirements must notify the Meet Director in writing of their Association’s rules and regulations regarding the Federal SafeSport Act.

INSURANCE - Our Association now has insurance coverage for representative(s) including leadership and participants who will be in attendance at the Fall Meet for the entire period of the meet. I hereby certify that YMCA has a minimum of \$1,000,000/\$2,000,000 in liability insurance that covers our coaches and swimmers during their participation in the Fall Meet.

RELEASE - In consideration of your accepting this entry, I hereby, for myself, heirs, executor and administrators, waive and release any and all right and claim for damages I may have against the YMCA of the USA, Y in Central Maryland Swim Team, their agents representatives or assigns, and Coppin State University any and all injuries which may be suffered by participants at the Fall Meet. Furthermore we understand that the YMCA of the USA and the Y in Central Maryland are not responsible for any intended or unintended consequences related to removing an athlete from competition for a head injury. This includes, but is not limited to, any financial reimbursement associated with such removal.

Name and Signature of Head Coach

Name and Signature of YMCA Executive Director or Designee